

TRAVEL VOUCHER <i>(Read the Privacy Act Statement on the back)</i>		1. DEPARTMENT OR ESTABLISHMENT, BUREAU DIVISION OR OFFICE		2. TYPE OF TRAVEL TEMPORARY DUTY PERMANENT CHANGE OF STATION		3. VOUCHER NO. 4. SCHEDULE NO.																																	
5. a. Name <i>(Last, first, middle initial)</i>		b. SOCIAL SECURITY NO.		6. PERIOD OF TRAVEL a. FROM b. TO		7. TRAVEL AUTHORIZATION a. NUMBER(S) b. DATE(S)																																	
c. MAILING ADDRESS <i>(Include ZIP Code)</i>		d. OFFICE TELEPHONE NO.		10. CHECK NO.		11. PAID BY																																	
e. PRESENT DUTY STATION		f. RESIDENCE <i>(City and State)</i>		8. TRAVEL ADVANCE a. Outstanding b. Amount to be applied c. Amount due Government <i>(Attached Check Cash)</i> d. Balance outstanding		9. CASH PAYMENT RECEIPT a. DATE RECEIVED b. AMOUNT RECEIVED \$ c. PAYEE'S SIGNATURE																																	
12. GOVERNMENT TRANSPORTATION REQUESTS, OR TRANSPORTATION TICKETS, IF PURCHASED WITH CASH <i>(List by number below and attach passenger coupon; if cash is used shown claim on reverse side.)</i>		I hereby assign to the United States any right I may have against any parties in connection with reimbursable transportation charges described below, purchased under cash payment procedures (FPMR 101-7)				Traveler's Initials																																	
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">AGENT'S VALUATION OF TICKET</th> <th style="width: 10%;">ISSUING CARRIER <i>(Initials)</i></th> <th style="width: 15%;">MODE CLASS OF SERVICE AND ACCOMMODATIONS</th> <th style="width: 10%;">DATE ISSUED</th> <th colspan="2" style="width: 50%;">POINTS OF TRAVEL</th> </tr> <tr> <th style="text-align: center;">(a)</th> <th style="text-align: center;">(b)</th> <th style="text-align: center;">(c)</th> <th style="text-align: center;">(d)</th> <th style="width: 25%; text-align: center;">FROM (e)</th> <th style="width: 25%; text-align: center;">TO (f)</th> </tr> </thead> <tbody> <tr><td style="height: 150px;"></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>		AGENT'S VALUATION OF TICKET	ISSUING CARRIER <i>(Initials)</i>	MODE CLASS OF SERVICE AND ACCOMMODATIONS	DATE ISSUED	POINTS OF TRAVEL		(a)	(b)	(c)	(d)	FROM (e)	TO (f)							<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">AGENT'S VALUATION OF TICKET</th> <th style="width: 10%;">ISSUING CARRIER <i>(Initials)</i></th> <th style="width: 15%;">MODE CLASS OF SERVICE AND ACCOMMODATIONS</th> <th style="width: 10%;">DATE ISSUED</th> <th colspan="2" style="width: 50%;">POINTS OF TRAVEL</th> </tr> <tr> <th style="text-align: center;">(a)</th> <th style="text-align: center;">(b)</th> <th style="text-align: center;">(c)</th> <th style="text-align: center;">(d)</th> <th style="width: 25%; text-align: center;">FROM (e)</th> <th style="width: 25%; text-align: center;">TO (f)</th> </tr> </thead> <tbody> <tr><td style="height: 150px;"></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>		AGENT'S VALUATION OF TICKET	ISSUING CARRIER <i>(Initials)</i>	MODE CLASS OF SERVICE AND ACCOMMODATIONS	DATE ISSUED	POINTS OF TRAVEL		(a)	(b)	(c)	(d)	FROM (e)	TO (f)						
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13. I certify that this voucher, is true and correct to the best of my knowledge and belief, and that payment or credit has not been received by me. When applicable, per diem claimed is based on the average cost of lodging incurred during the period covered by this voucher.																																							
TRAVELER SIGN HERE				DATE		AMOUNT CLAIMED \$																																	
NOTE: Falsification of an item in an expense account works a forfeiture of claim (28 U.S.C. 2514) and may result in a fine of not more than \$10,000 or imprisonment for not more than 5 years or both (18 U.S.C. 287; i.d. 1001).																																							
14. This voucher is approved. Long distance telephone calls, if any, are certified as necessary in the interest of the Government. (NOTE: If long distance telephone calls are included, the approving official must have been authorized in writing by the head of the department or agency to so certify (31 U.S.C. 680a).)				17. FOR FINANCE OFFICE USE ONLY COMPUTATION a. DIFFERENCES, IF ANY (Explain and show amount)		\$																																	
15. LAST PRECEDING VOUCHER PAID UNDER SAME TRAVEL AUTHORIZATION a. VOUCHER NO. b. D.O. SYMBOL c. MONTH & YEAR				b. TOTAL VERIFIED CORRECT FOR CHARGE TO APPROPRIATION Certifier's initials:		\$																																	
16. THIS VOUCHER IS CERTIFIED CORRECT AND PROPER FOR PAYMENT AUTHORIZED CERTIFYING OFFICIAL SIGN HERE				DATE		c. APPLIED TO TRAVEL ADVANCE (Appropriation symbol): \$																																	
18. ACCOUNTING CLASSIFICATION				d. NET TO TRAVELER		\$																																	

